

DATE: August, 2006
TO: Authorized Representative/Food Service Director
FROM: Dean Flaws, Commodities Consultant
SUBJECT: 7B (October) Release

PLEASE ROUTE TO FOOD SERVICE DIRECTOR

1. **7B Order Form.** Enclosed in this mailing you will find the 2nd Commodity Order form for the 2006-07 school year. The 2nd shipment of commodities 2006-2007 school year is being planned to start the week of Sept. 25. The delivery cycle takes approx. 5 weeks. **Please Complete and return your orders as soon as possible.**
2. **Internet Ordering** is available for 7B. Go to the Internet address: www.edinfo.state.ia.us, and enter your ID and password on the screen. Then click the submit button. **CLICK** Commodities on the Application menu screen. Now you have two options: General Information or Commodity Order Form. Select Commodity Order Form and click the **GO** button. Instruction booklets and videos are available by calling this office. If you need an ID and password please give us a call.
New Education Website will be coming up in the near future we will keep you informed.
3. **Split shipments (2006-2007).** All schools are encouraged to use the Internet especially if you are a split site. **Split site fees will be charged this year even if you don't use a particular site.** Fees are \$40.50 for in town splits and \$67.50 for out of town splits. You will also now pay from each delivery/invoice used at each site. You won't see a consolidated warehouse release to pay your bill.
4. **Anticipated Dates when Commodity order form will be up and on the web:**

7A	Aug/Sept. Delivery	(Done)
7B	October Delivery	Sept. 1
7C	Nov./Dec. Delivery	Oct. 13
7D	January Delivery	Dec. 1
7E	Feb./Mar. Delivery	Jan 15
7F	April Delivery	March 2
5. **Deliveries short/damaged:** When commodities arrive at your school, the product unloaded should be carefully counted and checked to make sure you are receiving the correct amounts. If you discover a shortage or any damage, make sure the driver makes a note on the warehouse release and initials it. **You must have a driver's signature indicating a problem on your delivery, before any adjustment can be made on your billing.**

6. Deletions and/or cancellations for 7A:

A) Potato Wedges	(#1735)	Delayed until 7B
B) Orange juice/apple cups	(#2560)	Delayed until 7E
C) Orange juice/grape cups	(#2561)	Delayed until 7E
D) Orange juice w/calcium	(#2562)	Delayed until 7E

7. Warehouse Rates for 2006-07

Handling and Storage	\$1.57 per case
Dry storage rate for each additional month	.22 per case
Refrigerated storage for additional months	.37 per cwt. gross
Freezer storage for additional months	.62 per cwt. gross
Admin fees for processed commodities	.54 per case
Split Delivery charges – In Town	\$40.50
Out of Town	\$67.50

8. Iowa Food and Distribution Program. If you need additional information, commodity values, or forms for the Commodity Food Distribution programs, please visit our web site at: <http://www.state.ia.us/educate/ecese/fn/commdist/>. You may also visit USDA's Food Distribution Program website at www.fns.usda.gov/fdd/news.

9. All commodity values for this school year (06-07) will be found on the Bureau web page.

10. Processed Commodity Food Items for 2006-2007. All food items coded 2500 or above are processed food items and are an extra cost to your school district. You will be allocated one (1) of each item for all processed foods coded 2500 or above. If you ***do not*** want this product, you must put a "0" in the amount wanted column. You ***do not*** have to take these processed food items. Please note that there is a difference between the commodity value and the price of each item. The commodity value is the amount in each unit of product that is deducted from your school entitlement, unless it is a bonus commodity. The price of each item is the cost of the finished processed product. The school cost does not include the per case shipping and handling fee charged by Keck, Inc. for each case of product shipped. These are all optional products. The costs will be included in the amount you pay Keck, Inc. There will be ***no*** separate billings for processed products.

11. Home Ec may use commodities.

Several questions have arisen regarding the use of commodities in Home economics classes. The regs say the following regarding the use of donated foods in home economics courses:

School food authorities receiving donated foods under this part may use such foods for the purpose of training students in home economics, including college students if the same facilities and instructors are used for training both high school and college students in home economics courses. Home economics includes classes in general home economics, food purchases, nutrition, food preparation, cooking, child care and health. The State Agencies position would be consistent with the federal policy, "may". There is no requirement on the part of School Food Authorities to share donated foods with home economics. In addition if they choose to share, they do not need to share all of the various types of products made available and may place limitations on the quantity. They may

also charge the home economics program the cost of the SFA had to pay to receive the product, essentially shipping, handling, and storage. Our interpretation of the regs would be that the first priority for the product would be the school meal program. If the product can be shared without negative or significant negative impact to the school meal program, then it would seem likely the SFA would be willing to share to support the instructional home economics program for students. Again, however even if there is no negative impact, they would not be required by USDA or DE to share.

12. Commodity Phone Numbers:

- | | |
|---|-----------------------|
| a.) Dean Flaws, Commodity Consultant | 515-281-4032 |
| b.) Mary Jo Clark, Commodity Assistant | 515-281-4751 |
| c.) Julia Thorius, Bureau Chief | 515-281-4757 |
| d.) Janelle Loney, Bureau Secretary | 515-281-5356 |
| e.) Jenni Arnold, Admin. Asst. Keck, Inc. | 515-244-5631 ext. 130 |
| f.) Teri Klyn, Des Moines Cold Storage | 515-262-6560 |
| g.) Eldon Reinhart, Mason City Cold Storage | 641-424-8369 |
| h.) Angela Scanlan, Keck, Inc. | 515-244-5631 ext. 122 |
- (We welcome Keck's newest employee. She will be the one calling schools to schedule the deliveries)

13. If your school needs any of the following commodity booklets, please let Mary Jo or myself know:

- a. "Commodity Processor Fact Booklet" (2006-07 Edition)
- b. "Single Inventory" booklet
- c. "Commodity Ordering by Internet"

14. The commodity assistance rate has been established for the 2006-07 school year. The new rate is \$.1675 per meal which is the basis for you figuring your entitlement for this school year. To figure your entitlement you need to do the following:

$$\begin{array}{l} \text{Average Daily Participation (ADP) (2006 Data)} \\ \text{X Meal Rate (2006-07 rate) = .1675} \\ \text{X \# of School Days (180)} \\ \hline \text{=Entitlement} \end{array}$$

15. The State of Iowa has sent NFD milk to the Eastside Entrees and Schrieber Cheese Company. If you receive products from these venders, talk to your local distributor to see if you can purchase any food items with NFD milk in them, at a discounted price or a rebate. Also, some cheese has been sent to Café Favorites for your use with any local distributors who may carry their product.

16. Keck, Inc. out of Des Moines, will provide the transportation of commodities to Iowa schools. They will utilize 2 warehouses for the storage of commodities. The warehouses are located in Des Moines and Mason City.

17. Enclosed in this mailing is the commodity purchase plan for 2006-2007 and during what delivery cycle they are planned to be offered.

18. Commodity Advisory Council members for 2006-07.

- a). Joyce Flink, Odeboldt-Authur CSD
- b). Jeff Reaves, Webster City CSD
- c). Nancy Michels, Independence CSD
- d). Dalieth Johnston, East Green CSD
- e). *LaRae Doll, Johnston CSD
- f). Lisa Emerson, Sacred Heart Osage
- g). *Sherry Kaiser, Western Dubuque CSD
- h). *Rich Luze, Sioux City CSD
- i). *Ann Lehman, Mt Pleasant CSD
- j). *Andrea McRell, North Scott CSD

* Welcome to our newest Advisory Council members, indicated with an asterisk!
The first meeting is scheduled for Friday October 6, 2006. Thank you all for
volunteering, and making a commitment to the Commodity Food Distribution Program.

- 19. Also enclosed in this mailing** you will find the Standard Operative Procedures (SOP's)
and Hazard Analysis and critical control points (HACCP) plan from Keck, Inc. and the two
warehouses under contract with Keck Inc. Place this document in your HACCP files.
- 20. The Egg Patty Round from Sunny Fresh** will have a price change after our first delivery
(7A). The cost now is \$15.50 per case. The cost for the next delivery (7B) and all
deliveries after the cost will be \$16.50 per case. Sorry about the inconvenience.
- 21. Reminder** that the reduced fat shredded cheddar cheese and the mozzarella shredded
cheese needs to be stored in the refrigerator. The shredded cheeses should not be frozen.

Sincerely,

Dean Flaws, Commodities Consultant (515-281-4032)
Mary Jo Clark, Commodities Assistant (515-281-4751)
Bureau of Nutrition Programs and School Transportation

Enclosures